

## Fall 2022 Opening Guidelines

July 29, 2022

Welcome to our preschool "Eaglet's Nest" for our 2022-23 school year. I look forward to serving your family and getting to know you and your child more in the days and weeks ahead. I hope that you will find this document helpful as you and your child prepare for your first week of school beginning August 8.

I'm excited to share that we've been given the "go ahead" from Child Care Licensing and the Health Department to start the year with welcoming our preschool families back on campus AND inside the building! We've been waiting for this news for 2 years. We have been blessed these past 2 years in being able to stay in operation when other preschools had to close. For this we are thankful! We will be cautiously getting back to some of our former/"normal" operational procedures. We appreciate your cooperation, support and grace as we navigate these new/former guidelines. Some families and staff will remember them while new families and new staff will be learning them together.

With that being said, we will continue to monitor the CDC recommendations and stay in close contact with Child Care Licensing and our local Health Department for any changes that may occur throughout the year and as we move into the fall/winter months. Open communication is important as we join together to have another successful year. We have learned that everyone has an important role in keeping each other healthy and safe. This includes everything from when to wear masks, keeping safe distance, staying home when sick, vaccinating (if able) and communicating any illnesses. We look forward to keeping this partnership and open communication so everyone can feel safe and healthy.

Finally, I must emphasize that while we all may do our very best to live by these guidelines, in order to reduce the possibility of any illnesses, we cannot guarantee that your child or any adult at the preschool will not be exposed to the coronavirus or any other illness. So, please continue to pray with us for God's provision for health and safety.

Our awesome staff is back again! I am excited to share with you our classroom staff assignments are as follows:

**Caterpillars (2 yrs Toddlers)** – Ms. Jeannie (Lead) & Mrs. Kristina (Aide) (New Room C119)  
**Butterflies (3 yr olds)** – Mrs. Lori (Lead), Mrs. Meranda (Aide), Mrs. Kori (Aide/Sub) (New Room 107)  
**Honeybees (Half-day 4/5yrs)** – Mrs. Nikki (Lead) & Mrs. Kori (Aide/Sub) (Room 106)  
**Ladybugs (Full-day 4/5yrs)** – Mrs. Laura (Lead) & \_\_\_\_\_ Mrs. Maddie (sub) (Room 102)  
Kitchen – Mrs. Prisca  
Substitute – Mrs. Maddie  
Elementary Extended Care Aide – Mrs. Nikki, Mrs. Kristina, \_\_\_\_\_ (open position)

### Hours of Operation

Monday – Friday 7:00 a.m. - 5:30 p.m.

- Morning **Extended Care** hours 7:00 a.m. – 8:00 a.m. (Extra charge - see your contract agreement)
- Preschool Hours
  - Full-day 7:30 - 4:00 (Instructional time 8:00-3:00; rest period 12:15-2:00)
  - Half-day 8:00 - 11:30 (Please be prompt for pick up. Our staff have other duties/supervision beginning at 11:35. Late **fee applies after 11:30 - See Family Handbook**).
- Afternoon **Extended Care** hours 4:00 - 5:30p.m. (Extra charge)

### Drop-Off and Pick-Up

● **NEW THIS YEAR** - Drop-off and pick-up will require preschool families to **enter through the office doors and walk your child to their classroom or playground to sign them in with a staff member**. You will need your child's 4-digit Student ID code followed by "#" to enter through the security doors. You will receive an email early next week from Gradelink with your child's 4-digit Student ID. You will use this to enter for Orientation appointments on Friday, August 5th.

Please also watch for the directional signage the first week of school. The preschool playground gate will only be used for an emergency exit.

Preschool parents are encouraged to park on the West side of campus near the preschool playground. The numbered spots near the playground are reserved for your use to minimize crossing traffic during the busy time of carpool. Be prepared and patient during the first week being very crowded until everyone gets used to their routine. These spots are intended for “quick” drop off (see attached map).

○ Drop Off

- 7:00 - 8:00 - Playground (Honeybee room, as alternate. Watch gate for signage)
- 8:00 - 8:25 -
  - Honeybees (4's) – classroom
    - Ladybugs (4's) – classroom
    - Butterflies (3's)/Caterpillars (2's) – playground area  
(Weather permitting, if inclement weather watch for location.)

Please allow enough time for signing in. Caterpillar and Butterfly classes will be lining up at 8:25 to go inside so please be here prior so it is not crowded on the patio.

All classroom doors will be closed after 8:30 to begin class. The playground gate this year will remain locked at all times and will only be used for an **emergency exit**.

○ Pick up

\***Full-day** students 3:15 – 3:55 On the playground. Please **do not** come prior due to elementary carpool between 2:45-3:15; we are trying to minimize congestion in the parking lot loop and keep people safe from cars backing out from parking spaces into traffic during that busy time. See map for preschool exit route.

\***Half-day** students - 11:20-11:30 Pick up prior to lunch. Please allow time to sign your child out and pick up belongings.

- Caterpillars - classroom
- Butterflies - classroom
- Honeybees - playground, weather permitting; enter through the office door with code.

● All sign-ins and sign-outs will occur with a staff member. According to Licensing **families will be responsible** for signing the roster at drop off and pick up each day. Please have your photo ID ready to present, especially the first couple of weeks of school, until the staff gets to know you. Remind others on your pick-up list to also have their ID with them when picking up.

**Office Area**

- Office hours for the public 8:30 a.m. – 3:30 p.m.
- Office Security doors will remain closed and visitors/delivery service will be limited access.
- School families are asked to continue to communicate to the office by phone or email

**Physical Distancing & Ratios in the Classroom**

● Preschool ratios will continue to meet Licensing requirements being 12:1 or lower; Toddler ratio continues to be 6:1.

- Group size/occupancy amounts are posted in each classroom using the *35 sq. ft. per student requirement* – *this meets the CDC 6ft physical distancing requirement* in a preschool classroom.
- Students will be with the same staff member(s) the majority of the day to keep consistency and tracking, unless their teacher(s) were to be absent or they attend before-/after- school child care.

### Schedule

- Full curriculum will continue. See your teacher’s plans posted outside their classroom.
- Currently, Chapel time will be at 9:25 a.m. on Wednesdays with each class sitting in their separate areas in the Sanctuary.
- Recess will be with individual classes rotated throughout the day, and if the weather is too hot (105 or higher) or cold and wet, student's outside time will be limited or will stay indoors and have large motor activities in the gymnasium or classroom.
- Some students may be combined on the playground in the morning from 7:00-8:30 and again in the afternoon from 3:00-5:30 depending on the parent's time schedule.

### Nap Time

- All mats will be safely distanced and sanitized daily according to Licensing regulations.
- All personal belongings will be stored in their plastic nap bags that we’ll provide and remain at school for the entire week. Do **not** bring their “favorite” snuggly or blanket that has to go back and forth; choose a **small/nap size blanket**, a “special school” one, that will fit and stay in their cubby. If your child doesn’t need a snuggly, it is okay, and preferred, because it limits the items going back and forth.

### Meal Time

- Snack/lunch will be served in the classroom and occasionally outside.
- **We will provide morning/afternoon snacks and families will provide lunch from home or through our contracted provider “A Better Lunch” <https://www.mybetterlunch.com/>.**
- Milk/water will be provided; please *do not* pack a beverage other than a water bottle. Please save juice boxes and sweet drinks for at home or other special times.
- Remember we are a nut free school. So if you are packing a “sunbutter” sandwich please label it as such so we don’t call home asking. We have children with severe allergies and sitting next to a friend with a peanut butter sandwich could be very dangerous.

### Extra Clothes

- Parents will be required to bring in extra clothes for their children in case of an accident. The extra clothes will need to be in a labeled, clear zip-lock bag for soiled clothing to be returned to the family, if needed. Children will not be permitted on campus without the extra set of clothes from home. This is essential for your child during such occasions. Please pack an extra pair of shoes (In this case, flip flops will be permitted with emergency change of clothes).

## Cleaning

- Constant cleaning and sanitizing of the classrooms, toys and high touch areas, as required by Licensing and the Health Department, will be done by the staff as their mid-day and end of the day duties. In addition, we have a professional janitor service clean nightly.
- Families will wash all lunch/snack containers and water bottles daily.

## Health

● This year, we will start with families checking their own child's temperature at home prior to coming to school - we don't want any surprises. We will have thermometers available at drop-off and will do periodic temperature checks throughout the day, as needed.

- Those with the following will not be allowed on campus:
  - A temperature of 100.4 F or above; or
  - Signs or symptoms of a respiratory infection, such as a cough, shortness of breath, sore throat, rash, low-grade fever; or any other symptoms listed on our Exclusion Due to Illness Form
  - We will follow CDC and SNHD guidelines for COVID-19 and quarantining.
- At this time, according to the Child Care Licensing and Health Department, there are no mandates for distancing or masking (other than if you are sick). However, this could change at any time, especially if we have an outbreak. They do, however, encourage everyone to vaccinate against COVID-19. You may go to SNHD website to get more information <https://covid.southernnevadahealthdistrict.org/vaccine/distribution/>. Children under 5 years are now eligible for the shot. Talk to your pediatrician if you have questions regarding your child's vaccination series.
- Sick children **MUST** remain home. If a child in our care appears sick while at school, a parent will be called for immediate pick-up. ***The child must remain home for 24 hours and not return until fever and/or symptom- free (without medication).***
- Our current "Exclusion Due to Illness" form will be handed out and an illness information sheet from CDC will be made available, if necessary.
- Proper hand washing technique will be taught and continued:
  - 20 seconds – Sing our hand-washing song and use the light up timer.
  - Many times throughout the day, such as: entering the classroom and after center play, after recess breaks, after using the restroom or coming in contact with bodily fluids and before/after eating, etc.

## General

- To minimize items traveling back and forth daily (and to save you money), we are requiring that your child **NOT** bring a backpack. Projects and special notes will go home in a folder or in their nap bags at the end of their week. Most of the time the only thing in their backpack is their lunch box and water bottle which can be easily carried by itself.
- Label all of your child's belongings, especially water bottles and lunch boxes. A lot of us shop at the same stores.

You may download our full Preschool Family Handbook:

<https://www.mvlcs.org/wp-content/uploads/2022/07/Family-Handbook-2022-Aug-Update.pdf>

Please be sure to submit your child's birth certificate, immunization records, Child Information Form and Pre-Admission Physical (new students only) to our office, as soon as possible, if you have not done so.

Thank you again for your partnership and patience as we work through this year of unknown changes and blessings that are ahead. See you on Orientation Day, **Aug 5, 2022**, at your individual scheduled time with your teacher.

Serving Together In Christ,

Donna Einspahr  
Preschool Director

"Rejoice in Hope of the Glory of God!"  
Romans 5:2b